



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Carolyn Tillinger</i>		
Board/Commission Name: <i>Seattle Transit Advisory Board</i>		Position Title: <i>Member</i>
<input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment	City Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Appointing Authority: <input type="checkbox"/> City Council <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>	Term of Position: * 8/3/2023 to 8/2/2025 <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>	
Residential Neighborhood: <i>Northgate</i>	Zip Code: <i>98125</i>	Contact Phone No.: [REDACTED]
Background: <i>Carolyn Tillinger is a native to the Greater Seattle Area and has used many forms of public transit throughout her upbringing. Carolyn is a real estate developer and brings a unique perspective on transit accessibility, affordable housing options, and sustainability.</i>		
Authorizing Signature (original signature): <i>Bruce A. Harrell</i> Date Signed (appointed): 8/22/2023	Appointing Signatory: <i>Bruce A. Harrell</i> <i>Mayor of Seattle</i>	

*Term begin and end date is fixed and tied to the position and not the appointment date.

CAROLYN TILLINGER

| pronouns: she/her/hers

EDUCATION

Master of Science in Real Estate

Graduate Certificate in Housing Studies

University of Washington | Seattle, WA | GPA 3.87 | June 2023

Awards: CREW Seattle Impact Award Scholarship (2022 & 2023), Rebecca J. Griego Memorial Endowed Scholarship (2022), Runstad Department of Real Estate Scholarship (2021), Jack Creighton Endowed Scholarship in Real Estate (2021)

Bachelor of Science in Environmental Science and Resource Management

Bachelor of Arts in Community, Environment, and Planning (CEP)

University of Washington | Seattle, WA | June 2017

Leadership: College of the Environment Student Advisory Committee Member, CEP Outreach and Admissions Committee Chair and Communications Committee Member (2016-2017), Campus Sustainability Fund Vice Chair and Interim Chair (2014-2016), Northwest Women Director of Stewardship (2014-2016), ASUW Student Senator (2013-2016)

Awards: Husky Green Award Nominee (2016), Campus Sustainability Fund Versatility Award (2016), Pay It Forward Scholarship (2013), Kitsap Audubon Society Scholarship (2013), Kiwanis-Bennett Memorial Scholarship (2013), Bremerton Rotary Scholarship (2013)

EXPERIENCE

Nitze-Stagen & Company, Inc. | Seattle, WA

November 2022 – Present

Development Associate

- Support the Vice President of Development in performing in-depth due diligence on potential development projects
- Help coordinate entitlement processes in cooperation with all necessary stakeholders
- Assist in the RFP solicitation and bid review for General Contractors and Sub-Contractors
- Work with design professionals to help ensure project deliverables are on schedule and budget
- Support the Vice President of Development in overseeing on-site construction, including qualifying, selecting, and coordinating the activities of General Contractors and Sub-Contractors
- Coordinate with contractors and financial institutions on monthly draw requests for ongoing projects
- Perform other project management functions as required for ground-up development, adaptive reuse, and tenant improvement projects
- Prepare and maintain contract management files
- Schedule and attend property tours for potential acquisition projects

CAROLYN TILLINGER

| pronouns: she/her/hers

GMD Development LLC | Seattle, WA

July 2019 – October 2022

Project Coordinator

- Assisted project managers and firm partners with 11 new construction affordable multifamily and mixed-use housing projects with sizes ranging from 51 to 211 units
- Procured contractors, sub-contractors, and vendors and negotiated deliverables
- Participated in weekly Owner, Architect, and Contractor meetings and assisted in tracking construction schedules and design implementation
- Assumed responsibility for construction loan draw requests for 4 projects, tracked and reviewed project invoices, construction pay applications and change orders, and made budget adjustments
- Worked with the development team to prepare Low Income Housing Tax Credit (LIHTC) application materials and project presentations for external stakeholders
- Researched areas for sustainability growth, implemented electric vehicle chargers in 3 projects, and tracked solar system data across 9 projects
- Coordinated community outreach and marketing

COMMUNITY INVOLVEMENT

Urban Land Institute | Seattle, WA

December 2021 – Present

Partnership Forum Group Co-Captain

CREW Seattle | Seattle, WA

November 2021 – Present

Sponsorship Committee Member

2022 CREW Impact Award Scholarship Winner

University of Washington Real Estate Club

September 2021 – Present

CERTIFICATIONS & TRAINING

LEED Green Associate | USGBC

Issued March 2022

Diversity, Equity, and Inclusion Workshops | Teach for America June 2017 – December 2017

- Approximately 20 cumulative hours

TECHNICAL SKILLS

- Skilled in Microsoft Office Suite and Adobe Suite, including Excel and InDesign
- Well-versed in project documents, such as contracts, drawings, material specifications, project budgets and schedules, pro formas, pay applications and change orders
- Familiar with analyzing data and creating graphics in Excel, R software, ArcGIS Pro, Tableau

INTERESTS

- White water rafting
- Board games
- Film photography
- Traveling

Seattle Transit Advisory Board

12 Members: Pursuant to Resolution 31572, all members subject to City Council confirmation, 2-year terms:

- 7 Mayor- appointed
- 5 City Council- appointed

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
3	M	3	1.	Member	Sandro R. Pani	8/3/22	8/2/24	2	City Council
			2.	Member	Vacant	8/3/22	8/2/24		City Council
3	M	7	3.	Member	Christiano Martinez	8/3/22	8/2/24	1	City Council
			4.	Member	Vacant	8/3/23	8/2/25		City Council
1	F	7	5.	Member	Priyadharshini Balan	8/3/23	8/2/25	1	City Council
6	M	6	6.	Member	Josh Hirschland	8/3/22	8/2/24	1	Mayor
1	M	3	7.	Member	Ashwin Bhumbala	8/3/22	8/2/24	1	Mayor
1	M	1	8.	Member	Art Kuniyuki	8/3/22	8/2/24	2	Mayor
6	F	5	9.	Member	Carolyn Tillinger	8/3/23	8/2/25	1	Mayor
6	M/T /NB	4	10.	Member	Dana Coppernoll-Houston	8/3/23	8/2/25	1	Mayor
6	M	7	11.	Member	Zachary Burton	8/3/23	8/2/25	1	Mayor
			12.	Get Engaged Member	Reese McMichael	9/1/22	8/31/23	1	Mayor

SELF-IDENTIFIED DIVERSITY CHART

	(1)		(2)		(3)		(4)		(5)		(6)		(7)		(8)		(9)	
	Male	Female	Transgender	NB/ O/ U	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other	Caucasian/ Non-Hispanic	Pacific Islander	Middle Eastern	Multiracial					
Mayor	5	1	1	1	2					4								
Council	2	1			1		2											
Other																		
Total	7	2	1	1	3		2			4								

Key:

*D List the corresponding *Diversity Chart* number (1 through 9)

**G List *gender*, M= Male, F= Female, T= Transgender, NB= Non-Binary, O= Other, U= Unknown

RD Residential Council District number 1 through 7 or N/A

Diversity information is self-identified and is voluntary.